

REPORTS INVENTORY				CONTROL NO. DDS/RAB -7												
REPREP IN DUPLICATE																
1. TITLE OF REPORT (if a fill-in report include Form No.) Forms Management Status Reports - Numerical alpha functional OPI				2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input checked="" type="checkbox"/> MACHINE-NAME LISTING												
3. FUNCTIONAL AREA	PERSONNEL	TRAINING	X	ADMIN. GENERAL												
	LOGISTICS	SECURITY		OTHER (specify)												
	MEDICAL	FINANCE														
4. NO. OF COPIES PREPARED 192	5. FREQUENCY (weekly, monthly, quarterly, etc.) Quarterly		6. DISTRIBUTION (No. of components not number of copies) 48													
7. FORMAT (memorandum, form computer print-out, etc) Print Out	8. ADP PROCESSING <input checked="" type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. 20006		9. DIRECTIVE AUTHORITY REQUIRING REPORT													
10. PREPARING COMPONENT (include lowest level contributing information to report) RAB	11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) F 2969 Monthly Activities															
12. COST FACTORS																
A. MANUAL PREPARATION AND REVIEW COSTS <table border="1"> <thead> <tr> <th>GRADE</th> <th>HOURLY RATE</th> <th>X HOURS PER REPORT</th> <th>= COST PER REPORT</th> <th>X TIMES PREPARED</th> <th>= COST PER YEAR</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Costs are charged to RAB-6 which is the basic input</td> </tr> </tbody> </table>					GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	= COST PER YEAR						Costs are charged to RAB-6 which is the basic input
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					Costs are charged to RAB-6 which is the basic input											
B. COSTS OF COMPUTER PRODUCED REPORTS					\$7,200											
TOTAL COSTS PER YEAR					\$7,200											
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Report begun in 1953																
14. FUTURE GOALS																
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE				ESTIMATED SAVINGS MAN-HOURS DOLLARS												
15. DATE OF INVENTORY 10/9/70				16. EXTENSION												